

WDID#: \_\_\_\_\_ SITE/FACILITY NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ CITY /ZIP \_\_\_\_\_

<b>A CHECKLIST TO ASSIST WITH PREPARATION OF THE            STORM WATER POLLUTION PREVENTION PLAN            OF <u>ORDER NO. 01-34 STORM WATER PERMIT</u>  <u>FOR THE SAN JACINTO WATERSHED</u>            JUNE 11, 2001</b>			
Date SWPPP was prepared?    Date ____/____/____ Date Amended ____/____/____	PERMIT SECTION	Page No. <sup>1</sup>	Implementation Date <sup>2</sup> Comments
<b>Project Information</b>	<b>A. 5. a.</b>		
<b>Vicinity Map (graphic)</b>	<b>A. 5. a. (1)</b>		
Show landmarks which are easily identifiable such as roadways or features	<b>A. 5. a. (1)</b>		
Show site perimeter, geographic features, general topography	<b>A. 5. a. (1)</b>		
<b>Site Map (graphic)</b>	<b>A. 5. a. (2) a.</b>		
Existing and planned paved areas, buildings, roadways, etc.; site perimeter; storm water discharge locations; topography before and after construction	<b>A. 5. a. (2) a.</b>		
Show relevant drainage patterns across site using map inserts, if necessary	<b>A. 5. a. (2) b.</b>		
Design temporary drainages which intercept sheet flow for diversion	<b>A. 5. a. (2) c.</b>		
<b>Pollutant Source and BMP Identification (graphic or narrative)</b>	<b>A. 5. b.</b>		
Show drainage patterns after major grading activity	<b>A. 5. b. (1)</b>		
Show calculations used to design diversion BMPs	<b>A. 5. b. (1)</b>		
Show drainage patterns into each storm water inlet or receiving water	<b>A. 5. b. (2)</b>		
Describe all BMPs to protect storm water inlets	<b>A. 5. b. (2)</b>		
Describe BMPs to eliminate/reduce contamination of storm water from:	<b>A. 5. b. (2)</b>		

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<i>Equipment/building/concrete washing areas, sawcutting of concrete/asphalt</i>	A. 5. b. (3)			
<i>Soil contaminated by soil amendments</i>	A. 5. b. (3)			
<i>Areas of contaminated soil</i>	A. 5. b. (4)			
<i>Fueling areas</i>	A. 5. b. (5)			
<i>Vehicle maintenance areas</i>	A. 5. b. (5)			
<i>Vehicle parking areas</i>	A. 5. b. (5)			
<i>Equipment storage areas</i>	A. 5. b. (5)			
<i>Materials storage area, including landscaping materials</i>	A. 5. b. (6)			
<i>Waste handling/disposal/containment areas</i>	A. 5. b. (6)			
<i>Service areas</i>	A. 5. b. (6)			
Discuss all post-construction BMPs, long-term maintenance and funding mechanisms (city programs, homeowner associations, CC&R requirements, etc.) of these BMPs, show locations	A. 5. b. (7)			
<b>Additional Information (graphic or narrative)</b>	<b>A. 5. c.</b>			
Discuss any outstanding information and/or preconstruction control practices	A. 5. c. (1)			
Inventory all materials and practices; describe the appropriate BMPs	A. 5. c. (2)			
Show site area; the runoff coefficient and percent impervious before and after construction	A. 5. c. (3)			
Include construction schedule describing all major activities and time frames	A. 5. c. (4)			
List name and numbers of qualified person(s) responsible for full compliance with permit and implementation of SWPPP	A. 5. c. (5)			
<b>Erosion Control (graphics on construction drawings and/or narrative)</b>	<b>A. 6.</b>			
Show an outline where vegetation will be left undisturbed	A. 6. a. (1)			
Outline disturbed areas which will be stabilized during rainy season by temporary of permanent erosion control measures	A. 6. a. (2)			

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Outline disturbed areas which will be left exposed during any part of rainy season (potential soil erosion)	A. 6. a. (3)			
Include time schedule of implementation of erosion control practices	A. 6. a. (4)			
Describe BMPs for both temporary and permanent erosion control	A. 6. b.			
Describe BMPs for wind erosion, particularly for stockpiles	A. 6. c.			
<b>Stabilization</b>	<b>A. 7.</b>			
Describe final stabilization measures: explain how they meet the criteria	A. 7. a, b			
<b>Sediment Control (graphic on construction drawings and/or narrative)</b>	<b>A. 8.</b>			
Describe sediment controls along site perimeter and all operational DIs	A. 8.			
Include time schedule for deployment of BMPs	A. 8.			
Describe plan to reestablish perimeter control if controls were temporarily suspended during active construction	A.8			
Describe the availability of sediment control materials during dry season	A. 8.			
Describe the sediment basin option chosen from the construction permit	A. 8. Opt 1-4			
Discuss dewatering strategy for sediment basin	A. 8.			
Describe drainage outlet protection, if applicable	A. 8.			
Discuss BMPs to reduce tracking of sediment onto roadways	A. 8.			
<b>Non-Storm Water Management (graphic and/or narrative)</b>	<b>A. 9.</b>			
Describe all non-storm water discharges proposed for the project	A. 9.			
Include locations, descriptions of all BMPs, and frequency of occurrence	A. 9.			
List name/number of person responsible for non-storm water management	A. 9.			
Discuss filtration or equivalent treatment for dewatering	A. 9.			
<b>Maintenance, Inspection, and Repair</b>	<b>A.10.</b>			
Discuss program to inspect and maintain all BMPs	A.10.			

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List name/number of person responsible for conducting inspections	A. 10.			
Attach inspection checklist form prepared which lists date, weather information, description / observation of BMPs, corrective actions, inspector's name, title and signature	A. 10.			
<b>Training</b>	<b>A.11.</b>			
Document training for all individuals responsible for SWPPP preparation, implementation, amendments, revisions; installation and repair of BMPs	A.11.			
<b>List of Contractors/Subcontractors</b>	<b>A.12.</b>			
List names/numbers/addresses/area of responsibility for all contractors, subcontractors, or individuals responsible for implementation of the SWPPP. Include also emergency contact numbers.	A.12.			
<b>Other Plans</b>	<b>A.13.</b>			
Incorporate by reference relevant elements of other plans (local, State, or Federal); keep a copy of requirements referenced at the construction site; SWPPP may incorporate the Monitoring and Reporting Program and the Post-construction Management Plan	A. 13.			
<b>Preparer Certification</b>	<b>A.15.</b>			
Discharger (or representative) must sign and date the SWPPP, including initial preparation and all amendments	A. 15.			
<b>MONITORING AND REPORTING PROGRAM</b>	<b>SEC. B</b>			
<b>Run-on and/or Background Monitoring (discretionary)</b>	<b>B.1.</b>			
Do background (or Run-on monitoring) prior to earth disturbance; identified representative sampling locations, proposed frequency of sample collection, and constituents to be monitored	B.1.			

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<b>Discharge Monitoring</b>	<b>B.2.</b>			
Perform discharge monitoring; identify each discharge point, collect sample from each location for at least 3 storm event per storm season, analyze each sample for the 8 parameters	<b>B.2</b>			
Justify the selection criteria if multiple storm water discharge locations have been grouped to reduce and obtain representative sample locations	<b>B.2</b>			
<b>Site Inspections</b>	<b>B.3.</b>			
List the name(s) and contact number(s) of the assigned inspection personnel .	<b>B.3.</b>			
Conduct pre-storm and post-storm inspections of the construction sites ; Pre-storm to ensure BMPs are properly installed; post-storm to determine that the BMPs are adequate. During extended storm events, inspections shall be required each 24-hour period.	<b>B.3.</b>			
Evaluate maintenance, inspections and repair of the storm water BMPs .	<b>B.3.</b>			
Implement and verify effectiveness of non-storm water BMPs	<b>B.3.</b>			
<b>Compliance Certification</b>	<b>B.4.</b>			
Certify annually that the new developments are in compliance with Order.	<b>B.4.</b>			
<b>Reporting</b>	<b>B.5.</b>			
Submit and annual report by August 1. This shall include all inspections reports, all analytical data, proposed revisions to the SWPPP and compliance certification.	<b>B.5.</b>			
For non-compliance or instances of exceedances of water quality standards, notify EO within 24 hours (for immediate adverse impact) or within 30 days	<b>B.5.</b>			

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<b>POST-CONSTRUCTION MANAGEMENT PLAN</b>	<b>SECT. C</b>			
Describe site-specific post-construction storm water BMPs such as a) minimize land disturbance b) minimize impervious surfaces c) treat storm water runoff using infiltration, detention/retention, biofilters d) use of efficient irrigation systems e) use of energy dissipation devices.	<b>C</b>			
Discuss operation and maintenance of these control practices	<b>C</b>			
Discuss short and long-term funding sources and responsible party	<b>C</b>			
Discuss public education programs	<b>C</b>			
Discuss post construction monitoring for at least one year after completion and specify responsible party (parties).	<b>C</b>			
<b>STANDARD PROVISIONS</b>	<b>SECT. E</b>			
Discuss proper operation and maintenance of facilities and treatment and control systems, including laboratory controls and quality assurance procedures	<b>E.5</b>			
<b>Signatory Requirements</b>	<b>E.9</b>			
All NOI, NOTs, SWPPPs shall be signed by a) corporation: Corporate Officer b) partnership or sole proprietor: Partner or the Proprietor Municipality, State, Federal or other public agency: Principal EO, ranking elected official, or duly authorized representative.	<b>E.9.a</b>			
All SWPPPs, reports, annual reports should be signed by above or duly authorized representative. (page 27/38)	<b>E.9.b</b>			
Statement of Certification of person signing documents described above.	<b>E.10</b>			

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